

July 16, 2008

# Cal Poly Report

The Weekly Newsletter For University Employees  
[www.calpolynews.calpoly.edu](http://www.calpolynews.calpoly.edu)

## Employment

**State:** The official listing of staff and management vacancies is posted on [www.calpolyjobs.org](http://www.calpolyjobs.org). To apply, go online and complete the application form. For assistance, call Human Resources at ext. 6-2236.

**#101538—Learning Community Coordinator**, Student Services Professional III, Student Affairs, University Housing, \$3,834 - \$5,462/month. Open until filled. Review begins: July 18.

**#101705—Administrative Support Assistant II**, 10/12, Student Affairs, Career Services, \$2,088-\$3,132/month. Close date: July 21.

**#101709—Media Relations Intern**, Helper Aid, Academic Affairs, Athletics, Temporary, on-call through June 30, 2009, \$8.00 - \$16.20/hour. Open until filled. Review begins: July 21.

**#101715—Temporary Emergency Clerical Pool**, Temporary clerical positions, 90-day maximum. ASA I, \$12.05 - \$18.08/hour. ASA II, \$14.45 - \$21.68/hour. ASC I, \$16.20 - \$24.30/hour. ASC II, \$17.73 - 26.63/hour. Continuous hiring through December 31.

**#101716—Property Clerk II**, Administration and Finance, Fiscal Services, \$3,170 - \$4,753/month. Close date: July 18.

**#101717—Planner/ Estimator/ Scheduler**, Administration and Finance, Facilities Services, \$3,855 - \$5,781/month. Close date: July 20.

**#101720—Administrative Assistant**, Administrative Support Assistant II, University Advancement, Special Gifts, \$2,505 - \$3,758/month. Close date: July 25.

### Catastrophic Leave Drive for Monica Bennett

Monica Bennett, payroll technician in Payroll Services, has qualified for personal catastrophic leave. To donate vacation and/or sick leave to help Bennett remain in full pay status during an extended leave of absence, contact Colleen Rodriguez in Payroll Services at ext. 6-2606 or [crodrigu@calpoly.edu](mailto:crodrigu@calpoly.edu) to request a donation form.

### Catastrophic Leave Drive for Polly Harrigan

Polly Harrigan, advancement programs manager in University Advancement, has qualified for personal catastrophic leave. To donate vacation and/or sick leave to help Harrigan remain in full pay status during an extended leave of absence, contact Eileen Amaral in University Advancement at ext. 6-1590 or [eamaral@calpoly.edu](mailto:eamaral@calpoly.edu) to request a donation form.

### Catastrophic Leave Drive for Alex Robles

Alex Robles, custodian in Facility Services, has qualified for personal catastrophic leave. To donate vacation and/or sick leave to help Robles remain in full pay status during an extended leave of absence, contact Geri Bolivar in Facility Services at ext. 6-2321 or [gbolivar@calpoly.edu](mailto:gbolivar@calpoly.edu) to request a donation form.

### Catastrophic Leave Drive for Patti Wilhelm

Patti Wilhelm, administrative analyst/specialist in Grants Development, has qualified for personal catastrophic leave. To donate vacation and/or sick leave to help Wilhelm remain in full pay status during an extended leave of absence, contact Susan Rock in Research and Graduate Programs at ext. 6-1508 or [srock@calpoly.edu](mailto:srock@calpoly.edu) to request a donation form.

### Catastrophic Leave Drive for Patty Warnick-Wait

Patty Warnick-Wait, administrative analyst/specialist in Academic Records, has qualified for personal catastrophic leave. To donate vacation and/or sick leave to help Warnick-Wait remain in full pay status during an extended leave of absence, contact Marlene Cartter in Academic Records at ext. 6-2542 or [mcartter@calpoly.edu](mailto:mcartter@calpoly.edu) to request a donation form.

## Employment Continued

**Faculty:** Candidates are asked to visit our online employment Web site at [www.calpolyjobs.org](http://www.calpolyjobs.org) to complete an application and apply for any of the positions shown below. Please submit all requested application materials as attachments to your online application, unless otherwise specified.

**#101698—Tenure Track Position**, Exercise Physiology, Kinesiology Department, College of Science and Mathematics, ext. 6-2545. Review begins: October 1.

**#101671—Tenure Track Position**, Forestry and Natural Resources Management, Natural Resources Management Department, College of Agriculture, Food and Environmental Sciences, ext. 6-6390. Close date: September 15.

**#101628—Part-time Lecturer Pool**, Construction Management Department, College of Architecture and Environmental Design, ext. 6-5118. Close date: August 1.